

**Town of Jericho  
Recreation Committee Meeting  
2-3-16**

**Attendees:**

Kim Cleary  
Katie Michaud  
Chris Forleo  
Kim Mercer  
Ryan Dudley  
Amiee Randal

**Missing:**

Ruth  
Therese

Kim Mercer opened the meeting with a round of Introductions and sharing what we like to do for recreation.

**Reading of the charter**

The committee read the charter for clarity.

**Election of Officers**

The committee voted unanimously on the following slate of officers: Kim Mercer, Chair; Chris Forleo, Vice Chair; Katie Michaud, Secretary.

**Meeting day/time**

The committee discussed the possible meeting dates. Kim Mercer motioned to adopt the third Wednesday of the month, the next meeting being March 16, Aimee seconded and motion unanimously approved by committee. A second day each month (first Wed) will be an option for a second meeting of the month as needed. The next meeting will be March 2.

**Recreation Assessment:** Kim Mercer noted that there is \$20,000 in the town capital budget for a community recreation assessment. This could potentially pay consultant fees.

**Community resident survey ideas:**

- An initial resident survey would inform the community assessment process and help us refine our formal assessment. We could conduct a survey monkey survey for residents to learn about the community desires and needs for recreation – also solicit information from residents about what type of offerings they are aware of to be logged into a Google Form for cataloging (creating an online database and online calendar). The Google Form could also be put on Front Porch Forum as a way to inventory and build the database. For event submissions we want to see – Title, dates,

- cost, ages, instructor, description, contact/phone/email, website address, populations served, location. Kim M. will start to work on this.
- We may invite another town rec leader in to talk about how that rec program developed, what their challenges have been.
  - Katie agreed to locate survey templates that other communities have used as a starting point
  - The committee voted to for a subcommittee to be formed to draft a survey that will begin to assess the needs and trends of recreation in the town. Katie, Kim C. and Amie will work on this subcommittee and bring a draft to the full committee for approval.

### **Possible expenses for the upcoming year**

The committee discussed interest in building and populating a web based calendar of events, with search type features. We would likely need funding for web development. We think that this could cost approximately \$5,000-\$7,000. Also, if we determine a need to sponsor new events in the upcoming year we may need some funding. The Town Meeting is March 1 at 9 am and the committee voted to submit a request for start up funding to aid in the development of a web presence containing recreation opportunities that are available to residents. We will also work to have a presence at the meeting to collect inventory data regarding local events. Kim M. noted that RFP protocol would need to be followed for any work that we would be looking to contract out.

Committee voted to adjourn at 8:52 pm